

Wisline Code Number_____

Credit for Attending Birth to 3 Program Wisline

To receive a Certificate of Attendance for participating on the monthly Birth to 3 Wisline, you must do the following:

1. **Attendance:** Attend the Wisline at a site convenient to you.
2. **Wisline Code Number:** At the beginning of the Wisline , a code number will be announced. You should write this number at the top right hand corner of this form. Please do not share this number with individuals who do not attend the Wisline . This number is used to verify that you were in attendance.
3. **Evaluation Form:** Complete the evaluation form included in your Wisline announcement. The evaluation should be sent along with this credit request form. When we receive it, we will separate the two forms and no identifying information will be attached to the evaluation. The evaluations will be compiled into a summary that will be used to plan future training opportunities.
4. **Request for Credit Form:** Complete the information below and submit it, *along with your evaluation, within 30 days* to: Lynn Havemann, WPDP, Waisman Center, Room A105, 1500 Highland Ave., Madison WI 53705-2280. *Please print clearly.* Note that you will not receive credit if you do not return the Evaluation Form with this form.
5. **Questions?** Contact Lynn Havemann by e-mail at havemann@Waisman.wisc.edu, or by phone at 608-263-5947

Date of Wisline :_____ Subject:_____

Name: _____ Phone:_____

Agency Name:_____

Mailing Address:_____

E-mail: _____County of employment:_____

Social Security Number:_____

(Not mandatory - used only to assure identification, accessibility, and accuracy of records)

Check here if Home address_____ or Work address_____

Please check all appropriate responses:

_____ Yes, I would like to receive a Certificate of Attendance

I certify by my signature that I attended the Wisline identified above:

RETURN TO:
Lynn Havemann
Waisman Center, Room A105
1500 Highland Avenue
MADISON WI 53705-2280